

**WILKINSBURG BOROUGH COUNCIL MEETING**  
**Council Capital Planning Session**  
**Minutes Revised**  
**September 2, 2015**

**CALL TO ORDER**

Vanessa McCarthy-Johnson called the meeting to order at approximately 6:41 pm in Council Chambers, second floor of the Municipal Building, 605 Ross Avenue, Wilkinsburg, PA 15221.

**ROLL CALL**

The roll was called to establish a quorum. Present were Mr. Shattuck, Ms. Garrett, Mr. Taiani, Ms. Macklin, Ms. Grannemann, Mr. Lefebvre, Ms. Moore, President Vanessa McCarthy-Johnson. Amanda Ford, Interim Borough Manager and Michael J. Witherel, Solicitor were also present. Ms. Trice and Mayor John Thompson were absent. A quorum was established.

**PLEDGE OF ALLEGIANCE**

Following the pledge of allegiance led by President Vanessa McCarthy-Johnson, a moment of silence was observed to remember victims of violent crime.

**PRESENTATION**

➤ 2014 **Audit Report**

2014 Financial Audit Report by **Betsey Krisher** (Audit Partner) and **Dan Caponi** (Audit Supervisor). The report is an annual PA regulatory basis audit that results in an advertised DCD Report which was completed on June 1, 2015. On August 25, 2015 the General Accepting Accounting Principal Documents which includes the communication charts, government letters and financial statements. There is a management letter about internal control and other matters for the improvement of the borough's management operations

➤ 2014 **Police Report**

**Police Department Statistics**

**Chief Coleman** and **Lieutenant Krempasky** – Provide copies and gave a verbal presentation of the 2014 report on arrest, parking violations and citations, for the last 5 years, included is data compiled up to August 20, 2015.

## **PUBLIC COMMENT**

None.

## **AGENDA ITEMS**

1. Discussion regarding Ardmore Boulevard sanitary sewer line – Brice Beaver – SSA
  - **Roy Clark** and **Dave Gilliland** will speak on behalf of Brice Beaver, SSA are putting up a new building and are having an issue in tapping into sewer system.
  - **Mr. Gilliland** - Suggest that SSA talk to Allegheny County Economic Development to seek assistance. They were informed that the Borough cannot give them any assistance.
  - **President McCarthy-Johnson** - A letter should be sent by the Borough Manager or the Borough Engineer stating Council's position not able to assist.
2. Approving Resolution 15-056 - Extending conditional offer of employment as Crossing Guard to Shirley Robinson

**Motion: Ms. Moore**

**Second: Mr. Shattuck**

**All voted in favor of motion; 8 – 0.**

3. Approving Resolution 15-057 – Extending conditional offer of employment as Crossing Guard to Ruthanne Woods

**Motion: Ms. Moore**

**Second: Mr. Shattuck**

**All Voted in favor of motion; 8 – 0.**

4. Approving Resolution 15-058 – Street Closure for Zoe Mizuho, building community fun.

**Motion: Ms. Grannemann**

**Second: Mr. Shattuck**

**All voted in favor of motion; 8 – 0.**

## 5. Adopting Ordinance 2939 – Liquor Licenses

**Motion: Ms. Moore**

**Second: Mr. Lefebvre**

**All voted in favor of motion; 8 – 0.**

- President McCarthy-Johnson – Comments Salvatore’s Pizza installation of beer taps; and what are the requirements to install beer taps within an establishment?

- Mr. Parrish - They need to acquire a building permit for making changes; he will stop by and assess the situation with Salvatore’s Pizza.

### **- Council Committee Reports:**

- Administrative Committee - President McCarthy-Johnson, Chair – No meeting held.
  - SEIU Contract up for renewal soon; have not received notice to commence negotiations contract is due to expires December 31, 2015.
  - Fire Contract reviewed by city of Pittsburgh Legal Department agreed with all the changes. They would like include the Inter- Governmental Agreement to qualify for reimbursement of funds during an emergency from FEMA/PEMA.
- Borough Manager Ford - The procedure will be to draft a new contract for the Fire protection Services and add the Inter-Governmental Agreement, into one contract. Changes and cost will be presented in actual draft of new contract
  - Budget and Finance Committee
    - Mr. Lefebvre – Finance Committee met on August 14<sup>th</sup>, discuss the July Financial Report.
    - Real Estate \$140k above last year.
    - Special Labor Council Fees are \$37k above budget.
    - Met with auditors Maher Duessel to discussed policies regarding requisitions/purchases.
    - Finance Department is in process of updating their policies and procedures manual.
    - All Department heads have been notified to curtail unnecessary spending for the remainder of the year.
    - **Budget Work Sessions** -September 16<sup>th</sup>, October 7<sup>th</sup>, & November 4<sup>th</sup>, November 18<sup>th</sup> will replace the November 11<sup>th</sup> Meeting, because of Veterans Day.
    - Council instructed the Borough Manager to send out Pilot letters in lieu of taxes to lists of non-profits.

- Capital Planning, Economic Development and Revitalization
  - Mr. Shattuck – Committee met last week, talked about list of funds projects, identified two area for redevelopment, Ardmore from the Parkway and re-paving project from Swissvale Avenue to Hunter Park and Hill Avenue.
  - Allegheny County Economic Development awarded us \$250,000.00 to make an impact in the Ardmore Blvd corridor.
  - Looking at making other improvement in the area and looking at other grant applications since this is an area that ACED wants to continue to support.
  - Eric Parrish authorization from Council to apply with Wells Fargo for a free and clear transfer with a cash contribution for 821 Woodworth Avenue.
  - HRG, an Engineering Firm has volunteered to donate some time to do schematic design around Ardmore in official mapping design, landscaping architect, engineers to GIS mappings to give the public a better idea of the plan for improvements in the area.
- Civic Sector and Constituent Outreach Committee
  - Ms. Macklin – No meeting held due to conflict in schedule. Made change to meeting date and would like to meet on the 2<sup>nd</sup> Thursday of every month, 1st meeting will be September 10<sup>th</sup>.
  - State Representative Ed Gainey is having his annual senior affair at the Coliseum next Thursday from 9:00 am to 3:00 pm.
- Hiring Committee
  - Ms. Moore – Hiring Committee viewed 22 applications for Borough Manager and have narrowed it down to one applicant, who will have a second interview.
- Personnel Committee - No report.
- Public Safety Committee
  - Ms. Grannemann – No meeting held for August Public Safety meeting. Chief Coleman will allow officers to be present at Kelly School beginning August 27<sup>th</sup>, from 7:30 to 8:30 and from 2:00 to 3:00, to cite violators.

## **PUBLIC COMMENT**

### **1) Ms. Joan Woodruff - 1402 Sloan Avenue and Kramer Way**

- Started a Block Watch – goal was to cut down on tickets for street cleaning parking but tickets will increase for speeding tickets. We are honored for Mr. Parrish, who quelled a neighborhood situation that the police had been called upon for several occasions. Next year, planning the most beautiful yard contest.

## **OLD BUSINESS**

- Illegal parking in no parking zones on a permit parking street.
- Parking need to be properly zoned; DPW and Engineer are working on this issue.

Mr. Lefebvre moved to appoint Dee Briggs to Wilkinsburg Redevelopment Authority

**Moved: Mr. Lefebvre**

**Second: Ms. Grannemann**

**All voted in favor of motion; 7 – 1 abstained.** Ms. Macklin abstained because she is part of the Wilkinsburg Redevelopment Authority

Stop sign request at Whitney Park is not a priority since the park is about to go through a remodel

## **New Business**

1. Mr. Alfred Shields - **Street Closure** - Mr. Shields to bring families together as a Block Watch Event. Because of the tardiness of application, Council request the he speaks with Chief Coleman.

- Ms. Macklin moved to approve the Street Closure Permit pending approval from the Police Chief.

**Motion: Ms. Macklin**

**Second: Ms. Grannemann**

**All voted in favor of motion; 8 – 0.**

- President McCarthy-Johnson – Mr. Shields, you must speak with the Police Chief; otherwise Council will not approve this event.
- Ms. Garrett – I have four items for discussion:
  - Loitering reported the corner of Penn Avenue and Wood Street in front of the store.
- President McCarthy-Johnson – Please place this on the agenda for the Public Safety Committee agenda.
  - Smart is Cool Organization that focuses on educating our youth, recognizing that education is cool. To bring awareness to the organization they are sponsoring a pencil drive to help the students and raise moral. September 4<sup>th</sup> is deadline. (#2 pencils)
  - Village at Pennwood are having a free concert, titled “Dream Machine” on **Sunday, September 13<sup>th</sup> at 2:00 pm to 4:00 pm** featuring live music from 60’s, 70’s, and 80’s. Food will be for sale located at West Street and Penn Avenue.
  - Community Conversation Event will be held on **Wednesday September 30<sup>th</sup>, from 6:30pm to 8:30 pm** held at Turner Elementary. Focus will be educational opportunities that are available for our youth.
- President McCarthy-Johnson - **Western Pa School for the Deaf (WPSD) September 19<sup>th</sup> Community Block Party** from 12:00 pm to 4:00 pm. A Talent Show from (12:30p to 1:30p). Block Watch Club members please come and support the WPSD Community Block Party. Call Vicky Cherney, Director of Marketing to reserve a table.
- **Homecoming game in Wilkinsburg at Graham Field, October 17<sup>th</sup>, 12:30 or 1:00.** Wilkinsburg High School may become part of Pittsburgh Public Schools next year.

## **Adjournment**

\*Meeting adjourn at 9:10 p.m.

Council will move into executive session at 9:10 pm for matters of personnel and litigation.

Executive Session ended at 10:30pm. No action taken.

---

Vanessa McCarthy-Johnson  
President Council